



PReserver

News for the U.S. Army Reserve Environmental Community

Welcome to the United States Army Reserve EMS Library



EMS Subcommittee establishes EMSolution web pages

Article by **Mr. Robert Zimmermann, 63rd RRC**

Executive Order 13148 directed each Federal agency to develop an Environmental Management System (EMS). DOD and Army Policy has directed

EMSolution versus the level of effort required to build a comparable system. Overall time saved by using these "pre-built" templates has been estimated by one Command to be between six months to one year. For fifteen Commands, the estimated total time savings could range between 7.5 to 15 man-years.

conformance to ISO14001, an International Standard for EMS.

The EMS Subcommittee evaluated several software-based services, and while a large number of RRCs were in the process of initiating their own contracts with The Solution Foundry (TSF) to assist in their EMS implementations, the decision was made at IMA-ARO to centralize the EMSolution contract so that the overall costs would be considerably smaller.

EMSolution is an intranet-based EMS documentation system developed in Microsoft FrontPage and contains an electronic EMS manual. EMSolution also includes a component for managing compliance-related aspects of the RRC/Installation. EMSolution is managed within Microsoft FrontPage. EMSolution, being content-based, is user modifiable, and does not require recurring subscription or upgrade fees.

Since EMSolution has a large part of the common documentation system pre-built, tremendous time savings is gained in EMS implementation using

Establishing EMSolution as a standard platform on a centralized web server has provided for an effective and uniform system for all EMS Implementations throughout the Army Reserve. In conjunction with the Army Transformation and overall BRAC process, transition of EMS documentation systems and operations will be greatly simplified under consolidation of Commands.

EMSolution web pages have been established on the USARCINTRA web server, which is the official internal web server for the Army Reserve located at the Enterprise Services Activity (ESA). The Army Reserve EMS Library Home Page has been established and can be found at <https://usarcintra/ems>. This home page serves as a central meeting point where news and information specific to EMS implementation has been placed. This home page also contains links that will take the visitor to any of the RRC/Installations' own EMSolution web sites, serving in this respect to tie all of the web sites together.



The PReserver Newsletter is a functional bulletin authorized under the provisions of AR 360-1 for members of the United States Army Reserve Command (USARC). It is published quarterly by the USAR Environmental Division to provide the Total USAR Environmental Community with information on people, policies, operations, technical developments, trends and ideas of and about the Environmental Division of the U.S. Army Reserve. This publication has a circulation of 500 printed copies and an internet access point.

Manuscripts of interest to U.S. Army personnel are invited. Direct communication is authorized to

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Hazardous Waste Resources Center

Article by
Ms. Kellyann Few, IMA-ARO

The web-based Hazardous Waste Resources Center (HWRC) was developed by the US Army Environmental Center in FY05 to help Army installation staff understand and comply with Environmental Protection Agency and Army program requirements. The HWRC is designed to provide compliance assistance and access to Army guidance documents and other compliance resources. IMA-ARO encourages program managers to share this website with all facility level staff.

The HWRC does not serve as Resource Conservation Recovery Act (RCRA) training, but will allow Users to stay current with new program requirements. Visit the HWRC and respond to the Beta-test Users Survey. Your feedback will ensure the site serves the needs of those who are responsible for compliance.

Please submit your questions, comments, or suggestion to Kellyann Few, Environmental Compliance Team Leader.

Hazardous Waste Resources Center: <http://hwrc.army.mil/>



Qualitative Operational Range Assessments

Article contributed by **Ms. Angela Atkins, IMA-ARO**

Range assessments will be conducted at all Army installations with operational ranges. These assessments will be conducted in conformance with DODD/DODI 4715.11. The DODI requires DOD components to “respond to a release or substantial threat of release of munitions constituents from an operational range to off-range areas, when such release poses an unacceptable risk to human health or the environment.” The Army Operational Range Assessment Program (ORAP) was designed to determine whether munitions constituents of concern (MCOC) originating from range activities on operational ranges have been released – or are about to be released – to an off-range area where exposure may occur, using EPA methodology in a manner that achieves defensible results.

The assessments are to be conducted in two phases: a Qualitative Assessment phase (FY05-09) and a Quantitative Assessment phase. The purpose of the initial phase, the Qualitative Assessment, is to evaluate range complexes using available data. This evaluation will determine whether there has been a release of MCOC to an off range area, and whether that off-range release of MCOC may pose an unacceptable risk to human health or the environment. Data gaps requiring development of new information will be filled during the quantitative phase of the operational assessment, if needed.

Data Analysis and Report

After all of the information is collected for a particular operational range/range complex, sites will be categorized as follows:

Unlikely Sites where there is enough information to construct a range-specific conceptual site model (CSM), and determine that there are no source-receptor interactions exists that poses an unacceptable risk. These sites require no further action until a five year review.

Potential These are sites where there is not enough information to construct an adequate CSM and determine whether a source-receptor interaction results in an unacceptable risk or

there is indirect evidence (non sampling) to suggest a potential source receptor interaction exists. These sites will be recommended for a qualitative assessment.

Referred These are sites where there is compelling evidence (sampling data) that indicates that there is a source-receptor interaction that results in an unacceptable risk to either human health or the environment. These sites will be referred to the compliance cleanup program.

A draft Operational Range Assessment Report will be prepared that includes the range specific CSM, any potential source/receptor interactions, and the assessment team’s recommendations.

Installation Involvement

While every attempt will be made to minimize the burden to installation personnel, installation involvement and support is an extremely important factor in the overall success of these investigations. Most useful will be an installation POC from the environmental office that will facilitate access to environmental data and other installation resources. The Qualitative Assessment team will provide an in-brief, an out-brief and a specific list of additional information that was collected during the initial construction of the CSM. The Qualitative Assessment team will request meetings with Environmental, Range Control, and GIS personnel to verify known data, and identify any unknown data sources that might also be useful. Additionally, the site team may conduct a field recon to verify the CSM’s identified receptors and pathways. This recon will not interfere with any range operations.

Timing of the visits will, as much as possible, be planned to minimize the burden on the installation. Site visits will be planned around installation schedules. Sampling, if necessary, could be conducted, before or after normal working hours or other installation downtimes.

Questions regarding implementation of Operational Range Assessments at Army Reserve locations may be addressed to Angela Atkins at IMA-ARO, 703-602-3197, or email angela.atkins@hqda.army.mil.



RACER How-to's: Exporting Files into AEDB-CC

Article by **Mr. Soe Aung, IMA-ARO**

In the last PReserver issue, the RACER (Remediation Action Cost Engineering and Requirements) program was introduced. This article will discuss RACER's capabilities for exporting files to AEDB-CC (Army Environmental Data Base Compliance Related Cleanup).

AEDB-CC is under AERO (Army Environmental Reporting Online), a web-based program. Accessing AERO requires an AKO account user ID and password. The Web address of the AERO program is <https://aero.apgea.army.mil>.

In order to do this procedure, you need to first understand RACER. There are RACER training workshops taught by USAEC at Aberdeen Proving Ground, Maryland. The four-day course will teach you how to operate RACER and AEDB-CC successfully. I encourage at least one person from each RRC or Installation to attend this workshop. You may register for this training by calling the USAEC help desk at 410-436-1244. The workshop schedule is included in the inset chart.

If you attend the workshop and still have questions, help is available by calling the USAEC help desk or Soe Aung at 703-602-2853 or soe.aung@hqda.army.mil.

AEDB-CC has its own user ID and password for access. First, complete the application form (which can be obtained from USAEC help desk), and send it to Ms. Kellyann Few (kellyann.few@hqda.army.mil). Ms. Few will approve the application and send it back to the USAEC help desk. At that time the help desk will send you a user ID and password.

Before proceeding with the RACER, create a site for your installation in AEDB-CC. In the AEDB-CC screen go to "Organization" and click "Army". Then go to "subordinate organization" and click your RRC. Then go to "Sites" and click on "Create site". Complete all the blanks that apply to the site for General Information, Remedial Action and Phase Schedule.

USAEC RACER/AEDB Training Schedule

Session	Tuesday	Wednesday	Thursday	Friday
14-17 Feb 06	EL/RACER	RACER	AEDB-R	AEDB-R
21-24 Mar 06	EL/RACER	RACER	AEDB-CC	AEDB-CC
25-28 Apr 06	EL/RACER	RACER	AEDB-R	AEDB-R
23-26 May 06	EL/RACER	RACER	AEDB-CC	AEDB-CC
20-23 Jun 06	EL/RACER	RACER	AEDB-R	AEDB-R

1 Steps in the RACER Program

- 1 Open the RACER program.
- 2 There are 7 tabs in the RACER menu bars: File, Estimating, Preference, Reports, Utilities, Contact Information, and Help. Select the "Utilities" menu bar.
- 3 Select "Agency Post Processors"
- 4 Select "Army Interface Utilities"
- 5 At this window, select "comma-separate files"
- 6 Choose the site that you want to export. Then click "Export CSV". The Export window will appear. Create a folder and save this file. You can change the file name but the extension must be .csv.
- 7 Return to the RACER program and select the "Preference" menu bar. Choose "Export Preferences". (You will get a message window - Choose "Yes").
- 8 The Preference export window will appear. Select "OK" after selecting/deselecting each of your preferences individually. Save this in the folder that you have just created. You can change the file name but the extension must be .mdb.

This completes the steps involving RACER.

2 Steps in AEDB-CC

- 1 Open AEDB-CC.
- 2 At the site window, choose "Funding Information" and select "Cost Estimate and Requirements". Upload both files (the .csv and the .mdb files) into the Cost to Complete box.
- 3 Select "Funding Information"
- 4 Select "Cost estimate and requirements"
- 5 Select "Cost Estimate Detail Sheet"
- 6 Select "Import RACER".

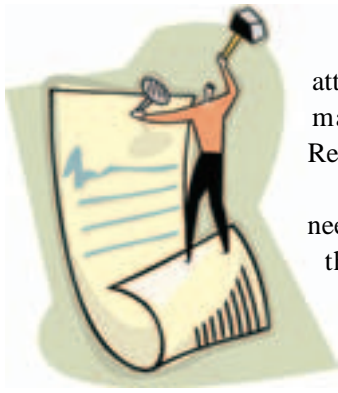
The following steps complete the import of the RACER .csv file to AEDB-CC...

If both phase schedules in RACER and AEDB-CC match, RACER cost estimates will fill the AEDB-CC table automatically. Otherwise you will see an error message.

If you encounter an error message and need assistance - please contact the USAEC help desk at 410-436-1244 or contact Mr. Soe Aung at 703-602-2853.

Pest Management Program Update

Article by **Mr. Mel Marks, IMA-ARO**



Discussions during a recent meeting drew attention to basic issues that impact the pest management programs at the Regional Readiness Commands (RRC).

One concern expressed by the RRCs is the need for a method to maintain the currency of their Integrated Pest Management Plans (IPMPs). Currently the Installation Management Agency Army Reserve Office (IMA-ARO) reviews and revises IPMPs during periodic site visits. These reviews and revisions have resulted in improvements in the currency and usability of these Plans. DOD and Army guidance emphasizes the importance of an annual review and updating the IPMPs.

Some RRCs are conducting internal reviews and are updating their IPMPs but there is not a defined process on how to conduct an annual review. We have been working toward defining a standard and an effective procedure for annual IPMP review and validation.

Taking the lead from a procedure currently being used by the U.S. Army Environmental Center (USAEC), we have developed a “fill-in” electronically formatted Annual Plan Update Form (APUF) to be used for the annual review and validation of IPMPs. The RRC would complete this form and electronically submit it to the IMA-ARO Pest Management Consultant (PMC) for review and validation. After reviewing the submittal, the IMA-ARO PMC would then send an electronic memorandum validating the currency of the IPMP. The goal is to have a “paperless” review process in place for distribution to the RRCs by the beginning of CY 06.

Record keeping and training requirements were also discussed during the meeting. There is a growing acceptance and use of an Excel *Pest Management Spreadsheet* currently available for the electronic recording and reporting of contracted pest management operations. There has also been an interest in a simplified *IMA-ARO Pest Management Record Form* used to report individual pest management operations. The issue is to efficiently track contracted pest control work performed at the RRCs. The availability of the *IMA-ARO Pest Management Record Form* provides a standardized means of reporting that can assist in the enforcement of contractor reporting requirements.

Some RRCs have implemented *Self-Help Pest Control* programs, which authorize the controlled use of limited self-help items by Reserve Center personnel. A *Self-Help Pest Control* program offers more flexible control options for the Reserve Centers while providing a means for tighter administrative controls by the RRCs. There are several pest management training options continually offered by the various military services. We strive to keep the RRCs informed of training courses as they become available. We are also considering the option of developing a pest management training course especially geared to meet the needs of the RRCs. Our goal is to provide the RRCs with a useful “tool box” of information that will assist with their pest management programs.

If you have any questions or comments concerning the needs of your pest management programs, please contact Mel Marks by phone at (843) 824-2633 or by e-mail at mpmarks@comcast.net.

PR and Award Subcommittee Recognizes Kathy Hayes for Outstanding Performance

Article by **Ms. Ingrid Weigand, 77th RRC**

In August 2005, the USAR PR and Awards subcommittee convened in Nashville, TN to conduct its annual offsite meeting.

It was the great pleasure of the subcommittee along with Engineering & Environment, Inc. to present Ms. Kathy Hayes with a Certificate of Recognition for her great work and dedication. Ms. Hayes is very talented and provided the subcommittee with graphic design expertise, website design support, and consulted with the subcommittee on ways to increase participation and reach a wider audience. She also worked with the subcommittee to find ways to utilize the Preserver newsletter as a vehicle for “getting the good news out” to the Army Reserve Community and as a means to publicize upcoming award opportunities and events.

The PR and Awards subcommittee greatly enjoys working with Kathy Hayes and is looking forward to doing so in the future.



The Award presentation in Nashville: (from left) Ms. Ingrid Weigand, Ms. Lucy DiSalvo, Mr. Dan O’Leary, Ms. Kathy Hayes, Mr. Brad Fischer, Mr. Stan Mitchell, and Mr. Lloyd Mullins.



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